Planning the Process

Consider this process outline as you plan the phases, roles, and respective activities throughout the project. Prior to starting this process, the teacher, course and learning objectives have been defined and mapped to necessary standards.

### Sourcing
- **Students**: Student surfaces project
- **Facilitator/Coach**: Plan project content
- **Client Liaison**: Client surfaces project
- **Subject Matter Experts (SMF)**: Plan project content

### Project Content
- **Students**: Learn from scaffolded experiences
- **Facilitator/Coach**: Plan project content
- **Client Liaison**: Plan project content
- **Subject Matter Experts (SMF)**: Plan project content

### Level-setting
- **Students**: Review academic and authentic outcomes of project
- **Facilitator/Coach**: Communicate project-aligned academic outcomes for students and engage external SMEs
- **Client Liaison**: Communicate project-based outcomes and expectations
- **Subject Matter Experts (SMF)**: Communicate project-based outcomes and expectations

### Project Work
- **Students**: Plan and execute work, and document problem solving process
- **Facilitator/Coach**: Coach students through project management, teach meaningful lessons, and support process documentation
- **Client Liaison**: Regular touchpoints throughout the process for guidance and feedback
- **Subject Matter Experts (SMF)**: Evaluate final product and presentation

### Delivery
- **Students**: Submit final product and share problem solving process
- **Facilitator/Coach**: Evaluate final product and presentation
- **Client Liaison**: Evaluate final product and presentation
- **Subject Matter Experts (SMF)**: Evaluate and refine involvement for next iteration

### Post-work
- **Students**: Document key lessons learned and follow-up with client and SMEs (e.g., LinkedIn, thank you notes)
- **Facilitator/Coach**: Guide students through the reflection and follow-up process
- **Client Liaison**: Evaluate and refine involvement for next iteration
- **Subject Matter Experts (SMF)**: Serve as primary resource for industry knowledge. Share insights and make connections to other experts when possible.
# Planning the Process

Fill in this template as you think about your own projects.

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